

Sterling Senior Center Building Committee

Butterick Municipal Building - COA Room

December 4, 2014 - 6:30 PM

MINUTES

Present: Chair Maureen Cranson, Vice-Chair Michael Padula (A=6:31), Kevin Beaupre, Robert Bloom, Ronald Cote, Richard Maki and Weymouth Whitney. Selectman John Kilcoyne (A=6:40, L=7:52), COA Director Karen Phillips. Also present: OPM Michael Josefek and Peter Kozcera, Architects Elizabeth Turowski, Peter Turowski, and Steven Lapin. Guests: The Landmark reporter Christine Smith.

Open Meeting: Ms. Cranson opened the meeting at 6:30 PM.

Approval of Minutes: The Minutes were approved as written following a motion by Mr. Beaupre and seconded by Mr. Bloom. VOTE: YEA = 7, NAY = 0.

Review of Design Options: Peter and Elizabeth Turowski began a review of three design schematics using a projector. They had spoken with Whitman & Bingham (engineering) regarding the topography of the site and presented two building orientations: one parallel to Boutelle Road and the second turned counterclockwise at a small angle to maximize the western view. The schematics included slightly different total square footage and a variety of room arrangements and sizes that considered previous Committee input.

T2 also provided four elevation views and representations of possible roof features. High and low roof pitch were shown and discussed. Some mechanicals would be placed in the attic area including provisions for sprinklers. Limited and light storage could be accessible via a pull-down or built-in staircase, storage of large/heavy items would not be possible. One roof version showed a length of narrow windows near the upper roofline envisioned to bring more natural light into the interior of the building. The merits of the window feature were discussed. Other differences in the floor footprint varied the amount of space devoted to hallways as well as placement and size of rooms/available storage.

All designs included location of the kitchen adjacent to the Main Meeting Room (MMR), but exact placement was flexible and an increase in size of the adjoining storage room was seen beneficial. After questions and discussion of the three schematic designs, the Committee voted to drop the third design from consideration. Motion to drop design #3 made by Mr. Padula and seconded by Mr. Beaupre. VOTE: YEA = 5, NAY = 2.

Division of the Main Meeting Room with retractable walls was examined and following a motion by Mr. Maki and second by Mr. Beaupre, the recommendation to the architects was to maintain an approximate 60/40 division in the Room. VOTE: YEA = 7, NAY = 0.

Further discussion of the two remaining designs occurred and ultimately the Committee decided to eliminate #2 from further consideration. A motion to that effect was made by Mr. Whitney and seconded by Mr. Beaupre. VOTE: YEA = 7, NAY = 0.

The Committee revisited the window concept and more questions were raised about increased cost, heat loss, maintenance, etc. No decision made. Use of asphalt or metal roofing was briefly discussed.

Kitchen design was examined next, specifically regarding use of a kitchen design consultant. Mr. Lapin investigated using a Worcester restaurant vendor and determined that they would do a design for \$600 and that sum would be voided if the equipment was purchased from the vendor thereafter. Initial kitchen design cost was budgeted at \$5,000. T2 will determine if the vendor is on the approved state contract list and will schedule a meeting with the vendor and Committee representatives to further explore potential future commitment to design the kitchen. A motion to that effect was made by Mr. Padula and seconded by Mr. Beaupre. Payment would go through T2 at no additional cost to the project. VOTE: YEA = 7, NAY = 0. The date of the meeting is to be determined, but is expected to occur prior to the next Committee meeting on December 18, 2014.

The Architects left the meeting at 8:30 PM and the Committee briefly recessed.

At 8:37 PM, the Committee resumed the balance of its agenda. Ms. Cranson reported that the tree cutting was complete and an identification sign required by the DEP was installed by the DPW. According to reports from the DPW and the Conservation Agent, T. Jepson and Sons did a good job in clearing the building site. The Committee discussed the bid to provide silt mitigation at the site and voted to contract with S & M Farms, Inc. of Fitchburg to install straw wattles for a cost of \$4.20/Ft and not to exceed 700 LF. Motion by Beaupre and second by Padula. VOTE: YEA = 7, NAY = 0. The Committee discussed the source of funding: COA or Construction and decided by consensus that the expense should be paid from project construction funds. Warrants for payment of site preparation work was signed by the appropriate parties and given to Ms. Phillips for submission to the Town.

Open discussion: OPM Michael Josefek and Peter Koczera both said that the Committee made progress this evening, had made some important decisions with the architect and that the project was well ahead of schedule. Mr. Cote expressed concern about the number of door openings on the westerly side of the building with respect to cold winds causing greater heat loss and also that he had a preference for the lower roof pitch.

Next Meeting: The next meeting of the full Committee will occur on December 18, 2014 at 6:30 PM in the COA room of the Butterick Building.

Adjournment: The Committee adjourned at 8:57 PM following a successful motion by Mr. Cote and Mr. Padula.

Respectfully submitted by,
Richard H. Maki
Richard H. Maki, Clerk

Page 2 of 2

Action Items:

- Ms. Cranson will post the next Committee meeting.
- T2 will determine if the kitchen vendor is on the approved state contract list.
- T2 will work with Ms. Cranson to arrange a meeting with the kitchen designer.
- T2 will develop enhanced designs based on option #1 for December 18, 2014.
- Ms. Phillips will submit the warrants for payment.

